

29 January 1964

MEMORANDUM FOR: Executive Director

SUBJECT : Printing - The Clandestine Services

1. The CIA Printing Committee has completed a survey of the printing problem as it relates to the Clandestine Services. We find that in general the Clandestine Services is conservative in its printing practices and that, as a result, there are few areas in which economies might be effected.

2. One of the latter is the CA Staff's Press Comment. This publication is printed four times a week in an average of 510 copies at a maximum of 40 pages each. The plate-making, printing, and binding work absorbs a total of eight man hours per day in PSD. The Committee believes that this load should be reduced.

Recommendation:

That the DDP examine the Press Comment with a view to cutting the number of copies and pages printed and to reducing by 50% the number of issuances. A survey of recipients of this publication might indicate that it could be dropped altogether.

3. You are familiar with the SR project which was the immediate cause leading to the establishment of the Printing Committee. In discussing this project with Committee members, the A/DDP reiterated very strongly his view that PSD should be able to hold up its end when intelligence breakthroughs of this type are achieved. However desirable this might be, it is unlikely that PSD will have this capability in all cases despite cuts being made in its work load. Part of the problem with respect to the SR project appears to have been the result of imperfect

liaison between SR and PSD. There was a misunderstanding, for example, about which was to pay for certain printing equipment purchased to carry out the project. SR is critical of the performance of PSD, especially regarding quality control, but concedes that there has recently been considerable improvement. Indications now are that SR's collection effort will continue to be fruitful and that this will for some time to come provide a high priority load on PSD, the measure of which cannot be forecast with any degree of certainty.

Recommendations:

a) that the DDP, like the DBI, designate an individual on his immediate staff with the authority to deal with PSD on printing problems which do not admit of solution at a lower level;

b) that, in the case of projects of the magnitude of the MIG-21 Manual whose primary customer is another Agency, the DDP attempt to negotiate some means of sharing the cost of printing with that Agency.

/s/

[Redacted]
Chairman, CIA Printing Committee

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Orig & 1 - Addressee
1 - ex Committee member (4)
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